

**New Prague Hockey Association**  
**Regular Meeting of the Board of Directors**  
Meeting Location: Raven Stream Elementary  
Wednesday, January 11<sup>th</sup>, 2023, 7:00 P.M.

Meeting called to order at 7:00 p.m.

**ATTENDANCE:**

**NPHA Board**

|                               |                  |         |
|-------------------------------|------------------|---------|
| Interim President             | Aaron Lindholm   | absent  |
| Interim Vice President        | Jason Olson      | present |
| Secretary/Registrar           | Miranda Vertnik  | present |
| Interim Treasurer             | Jon Beckius      | present |
| Manager Director              | Sara Westing     | absent  |
| Communication Director        | Jess Snyder      | present |
| Interim Board Member at Large | Thomas Gallagher | present |
| Interim Fundraising Director  | Kristina Dillon  | present |
| Interim Board Member at Large | Tony Robles      | absent  |

Aaron reported to the Board earlier this week that he would need to miss this meeting due to personal and coaching reasons. Miranda made a motion to excuse his absence, which was seconded by Jess. Motion carried 6-0 (with three Board members absent). Jason will facilitate this meeting in Aaron’s absence.

Sara reported to the Board earlier this week that she would need to miss this meeting due to coaching reasons. Miranda made a motion to excuse her absence, which was seconded by Jess. Motion carried 6-0 (with three Board members absent).

Tony reported to the Board earlier this week that he would need to miss this meeting due to work commitments that had come up. Miranda made a motion to excuse his absence, which was seconded by Jess. Motion carried 6-0 (with three Board members absent).

**Coordinator Positions**

|                                |                 |         |
|--------------------------------|-----------------|---------|
| NPACC Manager                  | Kevin Cassidy   | absent  |
| Gambling Coordinator           | Nate Borwege    | absent  |
| Ice Time Coordinator           | Tyler Kienow    | absent  |
| HDC Coordinator                | Tim Applen      | present |
| Volunteer Coordinator          | Aimee Bombardo  | absent  |
| Concession Stand Coordinator   | Ashley Lindholm | absent  |
| Mite/8U Coordinator            | VACANT          |         |
| Outdoor Ice Coordinator        | Jeremy Denzer   | absent  |
| Equipment Coordinator          | Troy Gilbertson | absent  |
| Tournament Coordinator         | Sam Standafer   | absent  |
| Sponsorship Coordinator        | Hollie Weckman  | absent  |
| Safe Sport Coordinator         | Chelsea Casey   | absent  |
| Clothing & Apparel Coordinator | Amanda Will     | absent  |
| Recruitment & Retention Coord  | Brandy Rife     | absent  |

|                                 |                    |        |
|---------------------------------|--------------------|--------|
| Concession Stand POS Specialist | Erick Christianson | absent |
| COVID-19 Point Person           | Sarah Donovan      | absent |

**Others present:** William & Evie Beckius (Jon’s children) were present for the early portion of the meeting.

## I. REPORTS

- Secretary’s Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for December 2022 with the Board on December 27<sup>th</sup>. There were no revisions suggested by any Board members. A motion was made by Jess to approve the December 2022 Meeting Minutes, which was seconded by Jason. Motion carried 6-0 (with three Board members absent). Miranda will post the December 2022 Meeting Minutes to the NPHA website.
- Treasurer’s Report (Jon Beckius):** Jon sent out the December 2022 Treasurer’s Report to the Board earlier this afternoon. Jon reported that our financials are tracking well and seem to be on par with what had been budgeted for the season for the most part. He reported that the first half of the non-parent coach stipends will be distributed this week. Discussion was given to how many families are behind in their payments to the association. According to the Handbook, families who are not caught up with their registration fees by end of the day of the final scheduled payment plan date will be ineligible to continue with team activities until those fees are paid in full. Jon will send out reminder emails to families to pay their past due balances to avoid having players pulled from team activities. Jason asked when families would be given their refunds and reimbursements. Refunds and reimbursements have historically always been handled at the end of the season. This is to allow for all payments to be made towards registration fees, reconciliation of incomplete DIBS hours, etc. Jon reported that he was not able to factor any concession stand information into the financial reports he had sent out earlier today as he has not yet received that information. He will seek the necessary numbers and send out an updated Treasurer’s Report at that time. The Board will review the new information and then hold a vote to approve the Treasurer’s Report.
- Gambling Report (Nate Borwege):** Nate was unable to attend the meeting this evening but provided the November 2022 gambling report prior to the meeting. Nate’s reported noted that the association has three bonds (one for general account, one for gambling account, and one for the concession account) but that the payment for one of the three bonds was not paid and so the policy that carries all three was cancelled. Jon reported that he had received notice from the agency that we needed to pay \$115 and the gambling account needed to pay \$115, so the third missing payment was likely due to a miscommunication from the agency. He is following up on this issue. At this time there are still no updates on the Rusty Spoke opening (we had planned to collaborate with their establishment to run a pull tab program there). Renae Crabb is the Raffle Calendar Coordinator – it looks like all DIBS shifts for the turn in dates have been filled and she will be assisting with those sessions as well. Jason and Jess plan to attend the Raffle Drawing at the Fishtale on February 1<sup>st</sup> – this event is open to all members to attend. Nate will be unable to attend as he will be coaching a game that evening. Nate plans to provide a \$7k check from the gambling account to the general account to payback a loan that was issued during the covid season. The general account will need to pay the gambling account \$62,400 for the raffle calendar fees that were collected during registration. Nate will then pay some of the association ice bills

with that money. Jess made a motion to approve the November 2022 Gambling Report as well as the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Miranda. Motion carried 6-0 (with three Board members absent).

**II. OLD BUSINESS**

**1. Registration Updates**

i. **Coaching Applications:** We have a total of 75 coaches this season. The 11 coaches who needed to complete their CEP training as of last month’s meeting date have all completed their requirements. No coaches were red lined from the district this season.

1. **Non-Parent Coaches:** We have appointed a total of 7 non-parent coaches.

**Bantam A:** Ryan Drazan (HC); Jake Pirkl (AC); Luke Witt (AC)

**Bantam B1:** Matthew Carns (AC)

**Junior Gold:** Daniel Rogers (HC); Nathaniel Stafford (AC)

**Mite 8U11:** Caleb Smith (HC)

2. **Student Coaches:** We have a total of five Student Coaches, two of which are HS students. Our Student Coaches have been assigned to the following teams: PW-B2 White; Girls 10U-B2; SQ-B2; Mite/8U 12; and Mite 31.

ii. **Player Registrations:** Here is a table with our final active player counts for this season:

| <b>Total</b>          |            |
|-----------------------|------------|
| <b>Active Players</b> | <b>318</b> |
| <b>Families</b>       | <b>229</b> |
| Junior Gold           | 19         |
| Bantams               | 47         |
| Pewees                | 53         |
| 12U                   | 14         |
| Squirt                | 42         |
| 10U                   | 17         |
| Mite/8U               | 126        |

Miranda then shared updated recruitment and retention data for this season with the number of new players along with the number of players who did not return this season (See tables below).

| <b>Retention Data</b>                           | <b>2021-22</b> | <b>2022-23</b> |
|---|----------------|----------------|
| <b>Total Players who did NOT return to NPHA</b> | <b>32</b>      | <b>31</b>      |
| Boys  | 24             | 19             |
| Girls   | 8              | 12             |
|   |                |                |
| 12U   | 4              | 6              |
| 10U   | 2              | 2              |
| 8U  | 2              | 4              |

|             |    |    |
|-------------|----|----|
| Junior Gold | NA | NA |
| Bantams     | 6  | 5  |
| Peewees     | 6  | 6  |
| Squirts     | 7  | 5  |
| Mites       | 5  | 3  |

| Recruitment Data             | 2019-20    | 2020-21    | 2021-22*   | 2022-23*   |
|------------------------------|------------|------------|------------|------------|
| <b>GRAND TOTAL Players</b>   | <b>310</b> | <b>302</b> | <b>303</b> | <b>318</b> |
| Total Upper Level            | 202        | 199        | 184        | 192        |
| Total Mites/8U               | 108        | 103        | 119        | 126        |
|                              |            |            |            |            |
| Total Returning              | 269        | 261        | 239        | 264        |
| Total NEW Players            | 41         | 41         | 64         | 54         |
|                              |            |            |            |            |
| <b>Total NEW Mites/8U</b>    | <b>31</b>  | <b>37</b>  | <b>53</b>  | <b>48</b>  |
| Girls                        | 12         | 11         | 16         | 8          |
| Boys                         | 19         | 26         | 37         | 40         |
|                              |            |            |            |            |
| <b>Total NEW Upper Level</b> | <b>10</b>  | <b>4</b>   | <b>11</b>  | <b>6</b>   |
| 12U                          | 0          | 1          | 0          | 1          |
| 10U                          | 3          | 2          | 4          | 0          |
| Junior Gold                  | NA         | NA         | NA         | 1          |
| Bantams                      | 0          | 0          | 1          | 0          |
| Peewee                       | 5          | 0          | 2          | 1          |
| Squirts                      | 2          | 1          | 4          | 3          |

\* 2020-21 was the COVID season – players had to wear masks and the season was shutdown for one month due to state mandate.

\*\* 2021-22 is the season TCU ended their Squirt program, thus we had more transfers than usual

\*\*\* in 2022-23 we were able to field a JG team, which we have not had in years. This gave us 19 additional upper-level players that we would not otherwise have had.

Of note, we are seeing fewer girls joining the program and more girls not returning as compared to boys within the hockey program. It is clear something needs to change at the girls' level. We are currently discussing the need to add a Girls Program Director or coordinator to the association and will likely need to pursue a potential co-op at the 12U level next season as we anticipate a low number of players at that level.

- iii. **Team Managers:** Every team has a manager assigned. The six Team Managers who were behind on their training requirements have all completed their Safe Sport training since our Dec meeting.
2. **Alignment of Disciplinary Procedures with D6 and MH policy:** Miranda shared an update from Tony who had reported that the DC had updated the documents we will be using regarding notification of a disciplinary hearing that is brought forth from NPHA. We will still need to make adjustments to our Handbook policy regarding the process of handling discipline. He has started making these edits himself and will be sending the Board a draft in the future. He had also noted that the Board will need to make a determination of when the clock starts/stops for considering past violations in a current disciplinary matter, as prior incidents raise the behavioral violation level, but we need to determine how far back will be considered in such matters.

### III. COORDINATOR UPDATES

#### 1. President

- i. **NPACC Manager (Kevin Cassidy):** Jason reported updates from Kevin since Aaron was absent this evening. It was noted that the arena had gotten approval to start purchasing roofing materials for the project this spring. The arena plans to purchase an electric Zamboni by the start of next season. The new video screen near the score board is being tested for use at the high school games – however, the audio does not always work with the video. A new audio sound system will be purchased and installed in the off season following the completion of the roof remodel. The availability of summer ice is TBD.
- ii. **Gambling Coordinator (Nate Borwege):** No further updates.
- iii. **Safe Sport Coordinator (Chelsea Casey):** A Safe Sport meeting with the 12U team will be happening this weekend prior to one of their home games to address bullying behavior that has been reported within the team. The district Safe Sport rep is also aware of this issue.

#### 2. Vice President

- i. **HDC Coordinator (Tim Applen):** Tim asked if we would be drafting a separate coaching contract for non-parent coaches for the upcoming season, Miranda noted that this has been discussed and we plan to start discussions on that in the spring. We will include the HDC in those discussions. Tim reported that the establishment of a structure and assignment of duties within the HDC is going very well this season, he recommends a similar strategy for the future. He reported that there have been a few coaches who have not been using the Coach Them app and so he had been having some discussions with those coaches to help support them in getting comfortable with the software. The HDC will plan to hold meetings again over the summer with prospective coaches about the software. Tim noted that he agrees a Girls Program Director would be a good idea for the association. The dynamic and needs within the girls' program are different and having a dedicated individual to the needs of that program would help. He shared that he has spent a great deal of time with coaches and parents on the 12U team this season addressing issues that have come up. Tim reported the Butch K has asked if we can advertise his skating instruction summer program as Butch would like to see more

NP kids involved as he enjoys working with our players. Discussion was also given to that there has been an increase in disciplinary issues across the district – there has been a lot of hearings this season for player misconduct and families have had to wait on the virtual call for their hearings sometimes in excess of three hours. Jason will plan to address this with the district at the next district Board meeting to see if he can learn more about the purpose of these hearings.

- ii. **Mite/8U Coordinator (VACANT):** The role was dissolved into the HDC for this season since we could not identify a new MC. At this time, there are 2-3 HDC members assigned to the Mite Coordinator email account checking and responding to messages.
- iii. **Ice Time Coordinator (Tyler Kienow):** No updates other than some ice times needed to be moved around because of cancellations due to severe weather.
- iv. **Equipment Coordinator (Troy Gilbertson):** Jason shared updates from Troy, including that practice jerseys have been ordered by Brad B. Those will be given to team managers who will distribute to players and then collect them back at the end of the season. The association received a \$1400 donation from Ames Construction to help with the purchase of these jerseys. The association will need to purchase storage bins to store these jerseys in the off season. At this time, black and white practice jerseys have been purchased for the SQ/10U levels and black, white, maroon, and gold practice jerseys have been purchased for PW/12U, BA, and JG levels. Troy will be providing the Board with a cost comparison between jersey vendors as this coming season may be an opportunity to change our upper-level jerseys. K1 will be increasing our jersey costs this coming season and now would be a good time to compare to see if other vendors/suppliers would be more affordable than the anticipated price increase. We will discuss this further during New Business next month.

### 3. Treasurer

- i. **Concession Stand Coordinator (Ashley Lindholm):** Jon reported that he did not have any updates from Ashley at the time of the meeting. Ashley did send her updates to the Board the following day, which included the following information: our sales for the season are currently at \$29,500 which is closely approaching the total sales for last year's entire season (\$34k). Her goal is to have the concession stand reach \$50k for the season and it is looking like the stand is on track to reach her projected goal. The Board thanks Ashley for all of the hard work that has gone into making this a successful season in the concession stand. The overall budget for the association this season was finalized with projecting a heavy deficit and the success of the concession stand will help to offset that deficit. The Duck Cup Memorial approached NPHA to see if we would consider donating a portion of the profits raised in the concession stand on Jan 14<sup>th</sup> when the HS teams play their Shut Out the Stigma games. On 01/01/23, Jess made a motion to approve that NPHA will donate 15% of all concession stand profits during the Shut Out the Stigma games to the Duck Cup Memorial Fund, which was seconded by Tom. Motion carried, 9-0.
- ii. **Volunteer Coordinator (Aimee Bombardo):** Jon reported updates from Aimee which included the following: there were a couple of no-shows for DIBS shifts in the concession stand in the last couple weeks, Jon will be sending invoices to those families. We have not had any additional high school workers sign up, Aimee does not think we need to advertise this any further though.

- iii. **Concession Stand Point Of Sales Specialist (Erick Christianson):** No updates.
- 4. **Secretary/Registrar:** N/A
- 5. **Fundraising Director**
  - i. **Tournament Coordinator (Sam Standafer):** Kristina reported that she has connected with Sam as he steps into this new role. Sam has been in communication with the district to plan for the end of the year PW-C tournament we are hosting. Refs have been confirmed, rules and timeline have been submitted, and he is working to line up an EMT for the tournament. Sam plans to be at the rink for the tournament to help troubleshoot any issues that arise and work is being done to identify volunteers to help cover the necessary posts during the tournament for DIBS hours.
- 6. **Communications Director**
  - i. **Sponsorship Coordinator (Hollie Weckman):** Jess reported updates from Hollie, which include that she has worked to update the sponsorship forms and removed the promise of a sponsorship video from the form as this is something that would be too difficult to provide. She will work to get the sponsorship banner made and can use whatever printing service she prefers. There needs to be some clean up of the sponsorship webpage. She also noted that she still has a few businesses pending and has issued a Jan 13<sup>th</sup> deadline.
- 7. **Board Member at Large**
  - i. **Recruitment & Retention Coordinator (Brandy Rife):** Tom reported the following update from Brandy – she has reached out to Brad B to get his thoughts on the potential in the future for NPHA to hold an in-house Mite/8U Jamboree as this could be a fun event for the kids and families. She is hoping to get some insight into any rules for this and how we might best coordinate such an event.
- 8. **Past Board Member/Board Member at Large**
  - i. **Clothing & Apparel Coordinator (Amanda Will):** Tony provided the following updates from Amanda prior to the Board meeting via email: All coaches jackets are in and have been delivered (except for one that was ordered late due to a late coach addition – but this one should be ready to go this week); All apparel is delivered or picked up except for a few orders from Westwood that didn't arrive, but follow up emails have been sent. Also, approximately 8 orders were shipped out this week from General Sports that were delayed due to a backordered sweatshirt.
- 9. **Manager Director**
  - i. **Outdoor Ice Coordinator (Jeremy Denzer):** No updates at this time, but a few folks mentioned that the quality of the outdoor ice has been great this past week. The outdoor crew is doing a great job with maintaining the rink. We anticipate a warm up this week and will likely have some cancelled outdoor practice.
  - ii. **COVID-19 Point Person (Sarah Donovan):** No updates at this time.

#### IV. NEW BUSINESS

- 1. **Status of Website Cleanup:** Aaron, Jess, & Miranda agreed to work to clean up the website beginning in January. It may be a slow process, but we will get started on the project. There are pages that are duplicates and some information that is outdated on the site which needs to be fixed.

2. **Season Evaluations:** We will be doing an end of the year survey this season. Jason and Jess agreed to take a look at last year's survey to see what might need to be updated and modified for this season. We will see if the HDC has any new information they would like to gather on this season's survey.
3. **Board Positions for 2023-24 Season:** The Board will be meeting in early February to discuss Board positions for the upcoming season. We would like to potentially restructure some of the positions, which will require a bylaw change - which is subject to a majority vote of the association membership. A bylaw change vote will need to be held in mid-late February so that we know what positions will be called upon for candidates. Without any change to the positions, these are the positions that we will place on the ballot:
  - i. **Positions up for election this cycle for two-year term:**
    1. **Vice President**
    2. **Treasurer**
    3. **Manager Director**
    4. **Board Member at Large**
  - ii. **Interim positions to backfill for one-year term:**
    1. **President**
    2. **Past Board Member/Board Member at Large**

#### V. **BOARD MEMBER UPDATES**

1. **Fundraising Director (Kristina Dillon):** No further updates.
2. **Communications Director (Jess Snyder):** Jess reported that team pictures went well, but with a couple unexpected twists. We had to change the location of our pictures from the Middle School commons area to the arena dryland room as the MS band concert was rescheduled to our photo day. Pictures were also cancelled for day 1 of 2 due to severe weather. The photographers instead sent 2 crews down and all teams (except for 10U and 12U who were in Fargo) held pictures at the rink on Jan 5<sup>th</sup>. Jess said having everyone come on the same day with two photographers worked very well and we may just block off a day at the rink for all levels of hockey and hold photos this way again in the future. Jess reminded the group that this Saturday is the Shut Out the Stigma day for high school hockey and the Duck Cup Memorial.
3. **Manager Director (Sara Westing):** Sara shared her updates via email prior the meeting and noted that there has been some reported issues with getting payment checks for the game officials. Jon noted that he had missed one very early in the season and that a request came in late over the holiday week so there was a bit of a delay for that payment. Other than that, he was not aware of any issues. Hopefully managers are sending these requests to his hockey email rather than the old treasurer hockey email from last season. Sara's updates also included that she had spent some time working with our new Tournament Coordinator over the last week helping to get him acclimated to his role. She also noted that we need to clarify our new disciplinary action steps with detailed notes and timelines to follow.
4. **Interim Board Member at Large (Tony Robles):** No further updates.
5. **Interim Board Member at Large (Thomas Gallagher):** No further updates.
6. **Interim Treasurer (Jon Beckius):** Jon noted that he was able to send out emails to all of the families with outstanding balances.
7. **Secretary/Registrar (Miranda Vertnik):** No further updates.

- 8. Interim Vice President (Jason Olson):** Jason reported that there was not a D6 meeting held in December, so he had no updates from D6. There is a meeting coming up later this month.
- 9. Interim President (Aaron Lindholm):** No further updates.

Miranda made a motion to adjourn the meeting which was seconded by Jess. Motion carried 6-0 (with three Board members absent). Meeting adjourned at 8:51pm.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar.